

**CITY OF MIAMI BEACH  
TRANSPARANCY,  
RELIABILITY, AND  
ACCOUNTABILITY  
COMMITTEE (TRAC)**

**CHAIR  
COMMISSIONER DEEDE  
WEITHORN**

**VICE-CHAIR  
STEVE CHANELES**

**MEMBERS  
FRANK DEL VECCHIO  
MIKE BURKE  
SAM RABIN  
ROBERT HENRY  
DAVID LANCZ  
MARK HUNTER**

**COMMISSION OFFICE  
ANNE SWANSON  
(305) 673-7105**

**STAFF LIASONS  
ROBERT PARCHER  
PATRICIA WALKER**

**CITY ATTORNEY'S OFFICE  
JEAN OLIN**

**TRAC Meeting Minutes  
Thursday, July 31, 2008**

In attendance:

Committee Members: Commissioner Deede Weithorn, Frank Del Vecchio, Mike Burke, David Lancz, Mark Hunter, Robert Henry

Absent: Sam Rabin, Steve Chaneles

City Staff: Matti Herrera Bower, Jorge Gonzalez, Patricia Walker, Liliam Hatfield, Alison Williams, Anne Swanson, Anthony Broad

Public: Harry Cherry, Morris Sunshine, Tonya Valdemoro

Meeting was called to order at 5:22pm by Commissioner Weithorn.

Commissioner Weithorn introduced a new committee member Mark Hunter. He was appointed by Commissioner Libbin. He is an attorney in Miami Beach.

Frank Del Vecchio made a motion to approve the minutes of the June 5, 2008 meeting, Mike Burke seconded the motion. The minutes were approved by the committee.

Commissioner Weithorn asked to revisit the goals of the committee with each member. David Lancz asked about the city website redesign and updates and Patricia Walker explained that the website has been under redesign for about the last year and will probably be finished in the next year. Individual departments will be responsible managing and updating their own webpage content. The Mayor would like to be able to see the hit information for various webpages on the city's website. David Lancz also suggested that this information can be used to move the most popular webpages to the forefront of the webpage so they are easy to find. Residents are interested in the ease of finding code violations and building permit issues so those should be easy to find and understand.

Frank Del Vecchio's goals for TRAC have expanded from the early discussions to include a broader view of the city's functionality, accountability, and transparency and what role the committee can play in regards to becoming an independent oversight/investigative committee between the administration and city commission. Frank's suggestions include that TRAC be capable of overseeing the internal audit capacity, external audits, technology associated with the audits and transparency, and training consultants to address internal management failures, along with a possible enterprise risk management component included in the committee. The Budget Advisory Committee would also be a good resource for audit analysis. If made into a permanent committee TRAC could be a strong, analytical committee which would be able to advise the city commission with a different perspective independent from the city administration.

Mike Burke was concerned that the CMB Internal Audit of the Building Department contained 16 findings, which he felt was a large amount. Mr. Burke also recommended that commission meeting agenda items be set by the mayor and commissioner as this is a legislative act, not by the administration. Mayor Bower disagreed, as from her point of view the commission does not have the time or expertise to analyze every subject and must depend and trust the administration's recommendations. Commissioner Weithorn will find out if it is appropriate for the TRAC members to attend the administration's agenda preview meeting which typically takes place two weeks before a commission meeting to make the process more transparent to the committee members. Mr. Burke stated his goal of creating operational controls through out the process which will prevent future breakdowns and failures such as what happened in the Building Department. He also suggested that no spending items be included on the consent agenda so that the public has access to that discussion at the Commission meetings.

Frank Del Vecchio recommended at spreadsheet at the front of the consent agenda which breaks down all of the consent issues for the regular resident.

Dr. Henry stated his support for a formalized committee that can function as an independent oversight committee, as well as be flexible enough to focus on hot topics.

David Lancz would like to committee to be proactive, not reactive, and not just focus on the building department.

Commissioner Weithorn then commented that she would like to take an opportunity at each meeting to discuss suggestions to make the way the city functions more transparent to the general public.

Dr. Morris Sunshine spoke about the lack of transparency with the enforcement of the noise ordinance and with the law enforcement department.

Commissioner Weithorn reported to the committee that the city is in the process of signing a contract with an outside audit firm who will be auditing the building department and making organizational recommendations, as well as a comparison to other municipal building departments. The City Manager further explained that the building department fee analysis will be completed once the audit has been completed.

The next TRAC meeting will be August 28, 2008 at 5pm.

Meeting Adjourned